



**OFFICE OF COMMISSIONER OF INSURANCE**  
COMMISSIONER OF INSURANCE • INDUSTRIAL LOAN COMMISSIONER • SAFETY FIRE COMMISSIONER • COMPTROLLER GENERAL  
**Ralph T. Hudgens, Commissioner**



[www.oci.ga.gov](http://www.oci.ga.gov)

**2012 Georgia Agency License Renewal Application Form**

**AGENT LICENSING**  
**GID-101A-AL AUG11**

Please type or print legibly to assure accuracy and prevent delays.

Agency Name \_\_\_\_\_

License Number \_\_\_\_\_ License Type: ☐ Resident ☐ Non-Resident

**Renewal Fees**

Please check all applicable boxes. If you are unsure of your renewal fee, please contact Pearson Vue at 888-204-6204.

Branch Agency: \$10	<input type="checkbox"/>	\$	
Principal Agency: \$50	<input type="checkbox"/>	\$	
Rental Company: \$50	<input type="checkbox"/>	\$	
Retail Vendors of Communication Equipment: \$50	<input type="checkbox"/>	\$	

Please cancel the above selected license

**Cancellation ONLY :: Signature of highest ranking official required:**

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<b>Total Enclosed</b>	\$	
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**Current Contact Information**

Phone Number \_\_\_\_\_

☐ **Business:** \_\_\_\_\_  
☐ **Mailing:** \_\_\_\_\_  
☐ **Email:** \_\_\_\_\_

\_\_\_\_\_

**FORMS RECEIVED AFTER THE DUE DATE OF NOVEMBER 1ST, MUST INCLUDE A LATE FEE OF \$15.**



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**The Applicant must read the following very carefully and answer every question.**

**All copies of documents must be certified. All written statements submitted by the Applicant must include a signature:**

1. Since initial licensure or last renewal has the business entity or any owner, partner, officer or director been convicted of, or is the business entity or any owner, partner, officer or director currently charged with, committing a crime, whether or not adjudication was withheld? ☐ Yes ☐ No

"Crime" includes a misdemeanor, felony or a military offense. You may exclude misdemeanor traffic citations and juvenile offenses. "Convicted" includes, but is not limited to, having been found guilty by verdict of a judge or jury, having entered a plea of guilty or nolo contendere, or having been given probation, a suspended sentence or a fine.

If you answer yes, you must attach to this application:

- a written statement explaining the circumstances of each incident;
- a certified copy of the charging document, and
- a certified copy of the official document which demonstrates the resolution of the charges or any final judgment.

2. Since initial licensure or last renewal has the business entity or any owner, partner, officer or director been involved in an administrative proceeding regarding any professional or occupational license? ☐ Yes ☐ No

"Involved" means having a license censured, suspended, revoked, canceled, terminated; or, being assessed a fine, placed on probation or surrendering a license to resolve an administrative action.

"Involved" also means being named as a party to an administrative or arbitration proceeding which is related to a professional or occupational license. "Involved" also means having a license application denied or the act of withdrawing an application to avoid a denial. You may exclude terminations due solely to noncompliance with continuing education requirements or failure to pay a renewal fee.

If you answer yes, you must attach to this application:

- a written statement identifying the type of license and explaining the circumstances of each incident;
- a certified copy of the Notice of Hearing or other document that states the charges and allegations, and
- a certified copy of the official document which demonstrates the resolution of the charges or any final judgment.

3. Since initial licensure or last renewal has any demand been made or judgment rendered against the business entity or any owner, partner, officer or director for overdue monies by an insurer, insured or producer? ☐ Yes ☐ No

If you answer yes, submit a statement summarizing the details of the indebtedness and arrangements for repayment.

4. Since initial licensure or last renewal has the business entity or any owner, partner, officer or director been notified by any jurisdiction to which you are applying of any delinquent tax obligation that is not the subject of a repayment agreement? ☐ Yes ☐ No

If you answer yes, identify the jurisdiction(s):



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5. Since initial licensure or last renewal is the business entity or any owner, partner, officer or director a party to, or been found liable in any lawsuit or arbitration proceeding involving allegations of fraud, misappropriation or conversion of funds, misrepresentation or breach of fiduciary duty? ☐ Yes ☐ No

If you answer yes, you must attach to this application:

- a written statement summarizing the details of each incident,
- a copy of the Petition, Complaint or other document that commenced the lawsuit or arbitration, and
- a copy of the official document which demonstrates the resolution of the charges or any final judgment.

6. Since initial licensure or last renewal has the business entity or any owner, partner, officer or director had an insurance agency contract or any other business relationship with an insurance company terminated for any alleged misconduct? ☐ Yes ☐ No

If you answer yes, you must attach to this application:

- a written statement summarizing the details of each incident and explaining why you feel this incident should not prevent you from receiving an insurance license, and,
- copies of all relevant documents.

7. Since initial licensure or last renewal has the business entity or any owner, partner, officer, director or employee had a license, permit, authorization, registration or privilege refused, revoked, suspended, limited or restricted by any federal, state, county, municipality, territory, military or other legal authority authorized to issue licenses, permits, authorizations, registrations, or privileges to conduct business within its respective jurisdiction or had any other disciplinary action taken against you by any such lawful authority? ☐ Yes ☐ No

If you answer yes, you must attach to this application:

- a written statement summarizing the details of each incident,
- a copy of the Petition, Complaint or other document that commenced the lawsuit or arbitration, and
- a copy of the official document which demonstrates the resolution of the charges or any final judgment.

**For Rental Companies ONLY**

8. Have you provided the annual two (2) hours of continuing education for each employee? ☐ Yes ☐ No

Make check payable to:

**Pearson Vue/Georgia Insurance Department**

Mail Completed Renewal Application Form to:

**P.O. Box 281137  
Atlanta, GA 30384**

Designated Responsible  
Individual Signature \_\_\_\_\_

Date \_\_\_\_\_

Typed or Printed Name \_\_\_\_\_

Date \_\_\_\_\_